Grand Valley State University

*NOTES: General Education Committee*

Minutes of 2/4/13

**PRESENT:** Kirk Anderson, Peter Anderson, Karen Burritt, Susan Carson, Emily Frigo, Gabriele Gottlieb, Melba Hoffner, Brian Kipp, Jagadeesh Nandigam, Keith Rhodes, Chair, Paul Sicilian

**ALSO PRESENT:** C. “Griff” Griffin, Director, General Education, Sarah Kozminski, General Education Office Coordinator

**NOT PRESENT:** Peter, Alisha Davis, Gary Greer\*

**ON SABBATICAL**: Roger Gilles, David Vessey

\* Participating in all work despite conflict with meetings

| Agenda Items | Discussion | Member |
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| **Approval of** Month day  **Minutes** | Correction that Alisha was present | Motion approved |
| **Approval of Agenda** |  | All members approved the agenda |
| **Approving Issues Courses** | **Log #7869 GPY 354**  Upon review course ready for approval.  **Log #7873 ART 335**  GEC member expressed concern about this course being an Art Ed majors course.  The previous requested changes to the description were not made. Review team would like to have the rest of the committee review this course and discuss their thoughts at the next meeting. | Motion to approve **Log # 7869** by P. Anderson. G. Gottlieb second. 8 approved, 0 apposed, 0 abstained  Motion to table **Log #7873** by P. Anderson, P, Sicilian second. 8 approved 0 apposed 0 abstentions. |
| **Rubrics** | **Integration Rubric**  Under level 4 adding “fully and analytically” to make levels 3 and 4 show more progression.  Under level 3, Communicate synthesized knowledge, minor edits. All changes made and read. | motion to approve **Integration Rubric. By** G. Gottlieb S. Carson Second, 8 approved, 0 apposed, 0 abstained. |
| **Materials for New Round of Issues Proposal Support** | There will be 30 spaces available for issues development workshops. Member felt that the mention of this would be helpful in the letter being sent to the Unit Heads. GEC Chair advised he will include.  Member thought that baiting with the expedited review of courses would increase the desire of the faculty to participate. There is not sufficient money for there to be additional spaces in the workshops.  GEC Chair will make minor edits to the letter for Unit Heads. If there are any additional edits GEC Chair asked that the GEC members please let him know by the day’s end. |  |
| **Assessment plan** | Cycle : 3 year  # of Sections: increases  CAR: 1 CAR/Semester  Due Dates for CAR: GEC decides.  Cycle will be set so that 1/3 come through each year.  Member noticed that what is listed does not correlate with the rubrics being established. That will have to be revised.  GEC Chair noted that when it is the year for assessment for a particular course they may have to assess for 2 semesters or it may just be for one semester. This is dependent on how many sections are offered in the school year.  For courses that are assessed in the fall, feedback will not be given in time for assessment in the winter.  Accreditation  Quality improvement project. In keeping with furthering the mission of the institution. GVSU is considering adopting that approach and considering the assessment approach.  Julie will come to a GEC meeting to discuss this in March.  20% of courses are Gen Ed. So faculty teaching in the Gen Ed Program and also teaching alternate courses the idea is that the way they teach the courses outside of Gen Ed will be positively affected.  This possible quality improvement project will not increase the workload of the GEC members.  GEC member liked the idea of GEC being part of this.  Could faculty doing CAPs and CARs be awarded something or have their work be valued and recognized as part of their participation?  GEC Director was going to send an email to the department deans (including the faculty who completed the CAPs) informing them of who made the effort to fill out the CAPs so their efforts are acknowledged.  GEC Chair would like to recognize the folks that made the effort in filling out the CAPs so that they know they are appreciated. |  |
| CAPs | GEC Chair would like to have all of the CAPs before dividing them amongst the members. The reaming (approx 12) will be submitted by the end of the week.  Log # 7846 will be reviewed next week after assigned team has had time to review. |  |
| **Director’s Report** | Director presenting to FTLC and the idea of having a filter on banner to see all of the Mathematical Sciences, Arts, Etc, the directions for this will be in the handbook. |  |
| **Adjournment** |  | 4:21 pm |